

North Carolina Case Decision Summary/Initial Case Plan

STRUCTURED CPS ASSESSMENT CASE DECISION PROCESS

*(Factual Findings of the CPS Assessment, Safety Assessment,
Risk Assessment, and Strengths & Needs Assessment)*

Case Decision Date of Report: _____ County Case Number: _____ Unsubstantiate: _____ Substantiate: _____ Services Recommended: _____ Services Not Recommended: _____ Services Needed: _____ Date of Case Decision: _____	Maltreatment Findings <table style="width: 100%;"> <tr> <td style="width: 50%;">Physical Abuse: _____</td> <td style="width: 50%;">Neglect: _____</td> </tr> <tr> <td>Emotional Abuse: _____</td> <td>_____ Improper Care</td> </tr> <tr> <td>Sexual Abuse: _____</td> <td>_____ Improper Supervision</td> </tr> <tr> <td>Moral Turpitude: _____</td> <td>_____ Improper Discipline</td> </tr> <tr> <td></td> <td>_____ Environment Injurious</td> </tr> <tr> <td></td> <td>_____ Abandonment</td> </tr> <tr> <td>Dependency: _____</td> <td>_____ Not providing necessary medical/remedial care</td> </tr> <tr> <td></td> <td>_____ Placed in violation of the law</td> </tr> </table>	Physical Abuse: _____	Neglect: _____	Emotional Abuse: _____	_____ Improper Care	Sexual Abuse: _____	_____ Improper Supervision	Moral Turpitude: _____	_____ Improper Discipline		_____ Environment Injurious		_____ Abandonment	Dependency: _____	_____ Not providing necessary medical/remedial care		_____ Placed in violation of the law
Physical Abuse: _____	Neglect: _____																
Emotional Abuse: _____	_____ Improper Care																
Sexual Abuse: _____	_____ Improper Supervision																
Moral Turpitude: _____	_____ Improper Discipline																
	_____ Environment Injurious																
	_____ Abandonment																
Dependency: _____	_____ Not providing necessary medical/remedial care																
	_____ Placed in violation of the law																
Parent/Guardian/Custodian/Caretaker/Agency/ Foster Home/Group Care/Institution/Child Care Setting	Relationship to Child	Perpetrator(s)															
1)		Yes: ____ No: ____ <u>N/A</u> : ____															
2)		Yes: ____ No: ____ <u>N/A</u> : ____															
3)		Yes: ____ No: ____ <u>N/A</u> : ____															
4)		Yes: ____ No: ____ <u>N/A</u> : ____															
CHILDREN <i>(Indicate findings for each child (Circle one))</i>																	
NAME	AGE	CASE DECISION FOR EACH CHILD	NAME	AGE	CASE DECISION FOR EACH CHILD												
1)		S U SN SR SNR	5)		S U SN SR SNR												
2)		S U SN SR SNR	6)		S U SN SR SNR												
3)		S U SN SR SNR	7)		S U SN SR SNR												
4)		S U SN SR SNR	8)		S U SN SR SNR												
DISPOSITION OF CASE																	
Case Closed (Date) _____ Transferred to: _____ County (Date) _____ Case transferred to Case Planning and Management/In Home Services (Date) _____ Transferred to Child Placement Services (Date) _____ Transferred to Voluntary Services (Date) _____ Other: _____																	

Names of Others Present for Staffing: _____

Social Worker Signature: _____ Date: _____

Supervisor's Signature: _____ Date: _____

<u>SAFETY ASSESSMENT (Not used for Child Care, Group Care or Institutional investigations)</u>		
Safety Outcome (Current Safety Assessment Must Be Attached)		
Safe: _____ Conditionally Safe: _____ Unsafe: _____		
<u>RISK ASSESSMENT (Not used for Child Care, Group Care or Institutional investigations)</u>		
Risk Assessment Outcome (Current Risk Assessment Must Be Attached)		
Neglect Score	Abuse Score	Risk Level
Override _____yes _____no If yes, see Risk Assessment		

FAMILY STRENGTHS and NEEDS ASSESSMENT
(Not used for Child Care, Group Care or Institutional investigations)

SUMMARY:

The Family Strengths and Needs Assessment Summary serves as the guide for the development of the Initial Case Plan and should detail the needs and the activities intended to prevent foster care placement of child for whom, absent effective preventive services, the plan would be removal from the home. This plan is in effect no longer than 30 days while the In-Home Family Services Agreement is being developed with the family. This plan shall also be used when the child is placed outside the home prior to the case decision.

(Current Family Strengths and Needs Assessment Must Be Attached.)

Identify the Family Strengths:

INITIAL CASE PLAN (Not used for Child Care, Group Care or Institutional investigations)
Identify the behavioral needs and activities to be addressed through CPS Case Planning and Case Management or Child Placement services until the In-Home or Out-of-Home Family Services Agreement is developed.
Identify behaviors that need to change:

Identify activities that will begin to address behaviors:

RECOMMENDATIONS FOR CHILD CARE, GROUP CARE, OR INSTITUTIONS Identify the recommendations for licensing issues to the Division of Child Development or to the appropriate licensing agency in the case of group homes and institutions as a result of an Investigative Assessment.

1. Has the maltreatment occurred with frequency and/or is the maltreatment severe? yes ____no ____
2. Are there current safety issues? Would the child be unsafe in the home where the abuse, neglect or dependency occurred? yes ____no ____
3. Is the child at risk of future harm based on the findings of the CPS Assessment? yes ____no ____
4. Is the child in need of protection? yes ____no ____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

RATIONALE FOR CASE DECISION/DISPOSITION

(Optional Supervisory Use Only)

If case decision and/or disposition is different from that indicated in “Case Decision Summary,” the supervisor should provide documentation to justify the decision and/or disposition.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**North Carolina
Case Decision Summary/Initial Case Plan
Structured CPS Assessment Case Decision Process
Policy and Procedures**

Determining whether a child is abused, neglected, or dependent requires careful assessment of all the information obtained during the CPS Assessment process. In making a case decision it is important to assess not only that maltreatment has occurred, but what are the current safety issues, and is there future risk of harm and the need for protection. The following questions should provide the structure for making a case decision:

1. Has the maltreatment occurred with frequency and/or is the maltreatment severe?
2. Are there current safety issues? Would the child be unsafe in the home where the abuse, neglect or dependency occurred?
3. Is the child at risk of future harm?
4. Is the child in need of protection?

To make a case decision to substantiate or find “services needed,” the answer to one or more of the above questions must be yes, and there must be documentation to support the answers included on the case decision tool. Only in unusual circumstances should a supervisor and staffing team change the indicated structured case decision. In those cases, the supervisor should complete the “Rationale for Case Decision/Disposition” to justify the change.

Note: In determining severity of maltreatment, consideration should be given to the degree of harm, level of severity, extent of injury, egregiousness, gravity and the seriousness of maltreatment. In determining current safety, consider safety issues that exist at the time of making the case decision. If the decision of the Safety Assessment is Safe, and the findings of the Risk Assessment and the Family Assessment of Strengths and Needs are both Low, then the case would not be substantiated or found “services needed,” unless there are unusual circumstances.

Note: In cases where poverty is the sole factor of the maltreatment and services were offered and accepted by the parent/caretaker, the case decision should be: unsubstantiated, “services recommended” or “services not recommended,” unless there are unusual circumstances. In cases when poverty is the sole factor of the maltreatment, and there is an ongoing history/pattern of services being offered and declined and the pattern of maltreatment continues, it would be appropriate to substantiate or find “services needed” if the answers to the above four questions are “yes,” unless there are unusual circumstances.

Note: For MRS counties when the finding is “services needed,” there is no perpetrator identified. Therefore, on Page 1 of the Structured Case Decision Tool, check “N/A” under “Perpetrator.” For each child, indicate in the “Children” section the individual case decision by circling the appropriate choice. Following is the Key for these choices: S (Substantiated), U (Unsubstantiated), SN (Services Needed in MRS counties only), SR (Services Recommended in MRS counties only), SNR (Services Not Recommended in MRS counties only).

Note: This form also serves as the Initial Case Plan, except for investigative assessments involving Child Care settings, Group Homes, or Institutions. In those types of investigative assessments, complete the section labeled “RECOMMENDATIONS FOR CHILD CARE, GROUP CARE, OR INSTITUTIONS” and fax the entire form to the Division of Child Development or the appropriate licensing agency within seven (7) days.